

Texas Statewide Health Coordinating Council
Center for Nursing Workforce Studies Advisory Committee

Minutes of Meeting Held November 15, 2006
10:00 am – 3:00 pm

Texas Department of State Health Services
Center for Health Statistics
1100 West 49th Street
Austin, Texas 78756
Room M-739

Members Attending

Alexia Green, PhD, RN, FAAN, Co-Chair, -----present 10:00 am to 12:00 pm
Patricia L. Starck, DSN, RN, FAAN, Co-Chair, -----present 10:00 am to 2:25 pm
Joyce Batcheller, RN, MSN, CNAA, RWJ Nursing Fellow, -----phone 10:00 am to 11:45 am
Donna Carlin, MSN, RN, -----present 10:00 am to 2:25 pm
Marla Cottenoir, MSN, RN, -----present 10:00 am to 2:25 pm
Thelma Davis, LVN, -----phone 10:00 am to 11:00am
Kathryn Griffin MSN, RN, CNAA, BC, -----present 10:00 am to 2:25 pm
Clair Jordan, MSN, RN, -----present 11:00 am to 2:25 pm
Susan McBride, PhD, RN, -----phone 12:00 pm to 1:00 pm
Robert McPherson, MA, -----present 10:00 am to 2:25 pm
Pearl E. Merritt, Ed.D, MSN, MS, RN, -----phone 10:00 am to 11:45 am
Jackolyn Morgan, MSN, RN, -----present 10:00 am to 2:25 pm
Thalia Muñoz, MS, RN, -----phone 10:00 am to 11:45 am, &
1:15 pm to 2:25 pm
Elizabeth Poster, PhD, RN, FAAN, -----present 12:00 pm to 2:25 pm
Carol Reineck, PhD, RN, CCRN, CNAA-BC, -----phone 10:00 am to 11:45 am
Elizabeth Sjoberg, JD, RN, -----present 11:00 am to 2:25 pm
Poldi Tschirch, PhD, RN, -----present 10:00 am to 2:25 pm

Members Absent

Rachel Hammon, RN, excused
Robin Hayes, RN, excused
Katherine Thomas, MN, RN, excused

Staff Present

Aileen Kishi, PhD, RN, Program Director, TCNWS
Arlette Ponder, MAHS, Program Specialist, TCNWS
Bruce Gunn, PhD, Manager, HPRB
Brian King, BA, Program Director, HPRC
Connie Turney, BA, Manager, SHCC
Nora Douglas, MA, Program Specialist, TCNWS (phone 11:00 a.m. to 11:45 a.m.)

Texas Statewide Health Coordinating Council
Center for Nursing Workforce Studies Advisory Committee

Minutes of Meeting Held May 24, 2006
10:00 am – 3:00 pm

Texas Department of State Health Services
Center for Health Statistics
1100 West 49th Street
Austin, Texas 78756
Room M-739

Welcome and Introductions	Dr. Patricia Starck and Dr. Alexa Green, co-chairs of the Texas Center for Nursing Workforce Studies Advisory Committee (TCNWSAC) called the meeting to order at 10:00 a.m. CNWSAC members, staff and audience introduced themselves.
Establish Quorum and Approval of Excused Absences	A motion was made by Marla Cottenoir and seconded by Jackolyn Morgan to approve requests for excused absences for today from Rachel Hammond, Robin Hayes, and Katherine Thomas. The motion carried.
Quorum Attained	A quorum of members was present; hence the committee was able to take actions at this meeting.
Review of November 15, 2006 Agenda	The agenda was reviewed and was reordered by Dr. Starck and Dr. Green to accommodate schedules.
Approval of Minutes for May 24, and October 26, 2006 Meetings	The minutes from the meetings of May 24 and October 26, 2006 were reviewed. Some editorial changes were requested. A motion was made by Kathryn Griffin and seconded by Poldi Tschirch to adopt the minutes of the meeting. The motion passed unanimously.
Comprehensive Strategic Action Plan	Aileen Kishi presented the proposed Comprehensive Strategic Action Plan to Increase Supply of Registered Nurses and Nurse Graduates to Meet Healthcare Demands in Texas. A motion was made by Dr. Starck and seconded by Mr. McPherson, to add to recommendation #2 the following text in parentheses "Assuming 1,600 FTE Faculty at \$10,000 per faculty, an estimated total of 32 million dollars for the next biennium (FY 2008-2009). The motion was passed unanimously. After a discussion of the content of the document, the following editorial changes were made to the document: -Move the title to the top of the page and add " <u>Recommended by the Texas Center for Nursing Workforce Studies and the Texas Center for Nursing Workforce Studies' Advisory Committee</u> ". -Put date in document. -Page 4 is missing number 3 under "To Increase the Number of RN Graduates", and it all needs to be the same font size. -Page 5, recommendations 1A, 1G, and 1J: add text " <u>older, experienced</u> " before senior staff nurses. A motion was made by Mr. McPherson and seconded by Ms. Batcheller to adopt the whole document as amended. The motion passed unanimously.
Report on the 2006 Hospital Nurse Staffing Survey	Arlette Ponder gave a presentation on the findings of the Texas Hospital Nurse Staffing Survey: 2006 Report. She noted that there were three editorial errors on the copy of the document that the Committee Members had in their notebooks, but that they had been corrected in the electronic copy. These changes were: -Page 36: Last sentence deleted the word "vacancy" and added " <u>turnover</u> ".

	<p>-Page 47: Deleted the last sentence that read "This was an increase...results".</p> <p>-Page 48: Add number of respondents to the graph "Other (84), Nurse Aides/Assistants (230), LVNs (234)".</p> <p>A motion to approve the report was made by Ms. Muñoz and seconded by Mr. McPherson. The motion passed unanimously.</p>
Update Report on the Supply and Demand for Registered Nurses and Nurse Graduates in Texas: Report to the Legislature, 2006	<p>Dr. Kishi stated that a lot of things had transpired since the last conference call meeting on October 26th, when the TCNWSAC approved the " Supply and Demand for Registered Nurses and Nurse Graduates in Texas: Report to the Legislature, 2006," and the "Recommendations and Executive Summary" to the report. She reported that both the report and the recommendations were published and printed. The DSHS Office for Governmental Affairs requested that the recommendations come from the TCNWSAC and not from TCNWS. The changes to the recommendations were made accordingly. Since the document was legislatively mandated, DSHS Acting Commissioner Dr. Charles Bell approved the report. As soon as the reports are received by the printing office, the Office of Governmental Relations will send copies of the report to the Governor, the Lieutenant Governor, the Speaker of the House, Senator Nelson, and Representative Morrison. A power point presentation has been prepared to assist TCNWS Staff and Advisory Committee Members with the presentation of the Supply and Demand findings. The power point presentation will be available at the TCNWS web site.</p> <p>No action was necessary, it was an update.</p>
Update on the BNE Online Survey	<p>Dr. Aileen Kishi reported that the BNE Online Survey was live, but that they had a set back with a software glitch in the faculty census area and clinical facility sections. The system was down for a day, and before the schools could go back to complete the online report, the BNE pilot tested it. Due to this set back, the deadline was extended to December 1, 2006. Dr. Kishi reminded the committee members that the reason for the survey to go online was to get a faster turn around on the data. After the data has all been collected, the BNE staff needs to contact programs that show discrepancies with their data. TCNWS is hoping to get this data from the BNE by January 2007.</p>
Report on the Highlights: Supply and Demand for Registered Nurses and Nurse Graduates in Texas: Report to the Legislature, 2006	<p>Nora Douglas presented the highlight report.</p> <p>The following changes to the document were made:</p> <p>-Page 2, move the first bullet under "Intervention" and place as a second sentence to the first recommendation located at the bottom of page 2. Add "<u>beginning in 2008</u>" between the words "graduates" and "over time".</p> <p>Page 2, delete second bullet under "Intervention".</p> <p>-Add the Rationale for Recommendation #1 of the Comprehensive Strategic Action Plan to Increase Supply of Registered Nurses and Nurse Graduates to Meet Healthcare Demands in Texas.</p> <p>It was recommended that an electronic copy of the highlights be sent to the deans of the schools as well as a link to access the report on the web.</p> <p>A motion to adopt the Highlights report with the recommended changes was made by Dr. Reineck and seconded by Ms. Carlin. The motion passed unanimously.</p>
Update Report on the Expansion of Beds Survey	<p>Arlette Ponder reported that the Highlights for the Hospital Expansion of Beds Survey were approved during the last TCNWSAC Meeting, but since the Highlights report was not as comprehensive, she presented the methodology and the findings of the data analysis. Ms. Ponder reported that several problems were encountered with the data as a result with the way that the questions were asked and with the way that it was implemented. In an effort to improve the accuracy of the data being collected, Ms. Ponder recommended to amend the survey tool for</p>

	<p>2006 consisting of the following changes:</p> <ol style="list-style-type: none"> 1. Continue with the expansion of beds section in the ASH that will be conducted in February 2007 and ask for beds and nurse data for 2008, 2009, and 2010 - not the year in which the survey was conducted - just three years. 2. Allow the hospitals to indicate a specialty area(s) where the beds will be licensed by adding a column in the table. The cells in this column will be a text field so that they can write in more than one specialty area. 3. We will delete the table that was in the last survey because of the problems we had with it. <p>A copy of the proposed survey was included in the notebook. Ms. Ponder added that the tool would also include validation rules so that if a hospital selects "YES" for expansion plans, they cannot go to the next question without including a number greater than zero.</p> <p>Ms. Ponder stated that the response rate for the 2005 Expansion of Hospital Beds Survey was 15%, while the response rate for the 2006 Hospital Nurse Staffing Survey was 52%. The 2006 Expansion of Hospital Beds will be conducted in February 2007 with the proposed changes. If the response rate continues to be low, she recommended adding that survey to a section of the upcoming 2008 Hospital Nurse Staffing Survey.</p>
Report from the SHCC	<p>Dr. Pat Starck assisted Connie Turney by presenting all the TCNWSAC Members with certificates of appreciation on behalf of Dr. Raimer and the rest of the SHCC members.</p> <p>Ms. Turney reported on the following issues:</p> <p>The Health Care Policy Council took the recommendations from the SHCC and rolled them into their report. They did not copy the recommendations verbatim nor were the recommendations kept in the same hierarchal order as the SHCC had recommended. Tony Gillman from the Policy Council requested that both the State Health Plan and the Strategic Partnership Workforce Plan be delivered at the same time. Ms. Turney is unsure as to when they would be distributed, because Mr. Gillman has not committed to a date.</p> <p>Senator Nelson pre-filed a bill regarding minimum data set.</p> <p>There was a discussion on the RP61 Executive Order resulting from SB 45.</p>
Update on the Texas HITAC Final Report	<p>Dr. Susan McBride presented the Roadmap for the Mobilization of Electronic Healthcare Information in Texas. A handout containing a power point presentation was included in the notebooks. She reported that the advisory committee had 6 months to develop the charges on SB 45. Stephen Palmer was the Project Manager for E-Health, and Tim Turner was the chair. The Process subcommittee charges were heavily weighted with education in preparing all workforces. Dr. McBride also stated that there are some people that fear that their information will be disclosed (specially HIV and mental health). Ms. Turney stated that this report was already posted in the SHCC's web site, as they are the governing body of this report.</p> <p>Ms. Turney reported that the Texas Health Care System Integrity Partnership (to be referred to as "Partnership") will be created to advise the Governor on the finance and governance structure for an 11 member public-private collaborative named the Texas Health Care System Integrity Authority (THCSIA). The Governor will appoint the Partnership members, and they shall advise the Governor on recommended structures through which the THCSIA can be financed and governed. Both Ms. Turney and Dr. McBride believe that The Partnership does not include any nurses; thus leading to a discussion to recommend a nurse to serve on the Partnership. Since Dr. Alexia Green is also a member of the Health Care Policy Council, it was recommended that she contact Tony Gillman to informally discuss why it would be important to have a nurse on the "Partnership."</p>

	<p>Three names of nurses with background in healthcare informatics were recommended. They are:</p> <p>Dr. James Turley, RN and Associate Dean, School of Health Information Science, University of Texas Health Science Center at Houston.</p> <p>Dr. Susan McBride, Vice President Data Initiative, Dallas Fort Worth Hospital Council.</p> <p>Dr. Bob Vogeler, Faculty at the University of Texas Health Science Center at Houston, and a Family Nurse Practitioner, and teaches in the Health Informatics degree program.</p> <p>Dr. Kishi asked to please forward additional names of possible candidates to her.</p> <p>Ms. Turney recommended emailing these names to Tony Gilman and cc Steven Palmer.</p>
Update Report from Health Professions Resource Center (HPRC)	<p>Brian King presented the "Feminization of the Health Care Workforce: Implications for Texas" report. A copy of the report was included in the notebook. The report can also be found on the HPRC's website. The report was reviewed by the Health Care Policy Council and the Medical Association prior to it being published. The report focuses on professions that historically and traditionally had been dominated by males and have seen gains by females in the professions. The report mainly focuses on physicians, but there is some information that reports on nurses.</p>
Public Comment	<p>There was no public comment.</p>
Future Meeting Dates	<ul style="list-style-type: none"> • Wednesday, April 18, 2007 • Wednesday, July 18, 2007 • Wednesday, October 17, 2007
Agenda Items for April 18, 2007 Meeting	<ul style="list-style-type: none"> • Legislative Update • Latest Enrollment, Graduation, and Admission rates. • Gulf Coast update on graduation and persistence rates for Round 2, with separate LVN and ADN from total RN (Graduates, Graduates + 1 semester, +2 semesters, + 3 semesters, + 4 semesters). This has a different methodology than the one used by the THECB. • Review data on RN faculty salaries and across disciplines conducted by the DFW initiative. • Update from SHCC. • Review TCNWS bylaws. • Draft of TCNWS annual report to SHCC. • Progress Report on developing two task forces to study nurse staffing in Long Term Care and Home Health.
Adjourn	<p>A motion to adjourn the meeting was made by Dr. Elizabeth Poster and seconded by Ms. Jackolyn Morgan. The motion passed unanimously. The meeting adjourned at 2:25p.m.</p>

Minutes Approved:

Patricia L. Starck, DSN, RN, FAAN

Alexia Green, PhD, RN, FAAN